



Board of Trustees Meeting

Place: New Dawn Charter High School
242 Hoyt Street
Brooklyn, NY 11217

Date: January 24, 2017

Time: 2:34 p.m.

Present: Dr. Phil Weitzman, Leslie Winter, Samir Souidi, Ron Tabano

Board Members via video conference: George Crowley

Board Members Absent: Esosa Ogbahon

Staff Members/ Visitors Present: Dr. Sara Asmussen, Melissa Wilson, Cynthia Gaie, Victoria Draper

I. Introduction of New Staff Member

Dr. Asmussen introduced New Dawn's new counselor, Cynthia Gaie. Ms. Gaie introduced herself. Mr. Tabano and the Board welcomed her to New Dawn.

II. Resolution Minutes from December's meeting

Mr. Tabano asked if there were any questions about the prior month's meeting minutes. Being none, Mr. Tabano requested a motion to approve.

Motion: Leslie Winter moved to accept the minutes.

Seconded: Phil Weitzman seconded the motion.

Vote: Unanimous

III. Reserve Policy

At the December meeting the Board decided to have Dr. Asmussen forward the Reserve Policy to the auditors for review. Dr. Asmussen reported that the auditors approved the policy with the addition of a line stating that the policy would be reviewed annually. Mr. Tabano reiterated that at the last meeting it was decided that if the Policy was acceptable to the auditors, the Board would vote to approve. Mr. Tabano asked for a motion to approve the Policy as written.

Motion: Ron Tabano moved to accept the Reserve Policy as edited.

Second: George Crowley seconded the motion.

Vote: Unanimous



IV. Building and Cost Estimator

Prior to the meeting, Mr. Tabano and Dr. Asmussen met with cost estimators who came to the school highly recommended. Their skills range from estimating to full scale general management of the project. They were asked for a proposal around the cost estimating and an outline of next steps. The Board will take up the proposal at such time they submit us the information.

A full discussion around the timeline for purchase of the building was held. Further discussions about building up or out and the levels of involvement the DOB will have during this timeline were also had. Insurance was brought up as an issue. Dr. Asmussen stated she already had the costs for insurance once we own the building and that the architect, general manager, and our insurance agent will all work together to ensure that the school's liability is minimized during construction.

V. Financials

Mr. Souidi brought up several concerns he had about the monthly financials. There were two totals he felt should align with each other that are not. Mr. Crowley did not feel there were any problems with the budget. A discussion was held and all concerns were resolved. Mr. Crowley will review the budget further to determine if everything is in order. Mr. Digant will be asked to attend the next Board meeting to address any concerns about the budget.

VI. School updates

There are currently 358 active students in the building and the school has served 429 students already. There will be additional students enrolling during the February semester as well as more graduates at that time as well.

There are still two students in need of immunizations which is at 98.4% right now which is not acceptable, they must be 99.5%. Our problem is that the number of students included in this analysis is so low (our students are older) that two students pushes us over the limit. Both students are not attending school and both have promised to bring in their appropriate forms. We will also have discharges and graduation which will also change those numbers. We will have those numbers available to you in February.

A full discussion around attendance was held. One of the large issue is our electronic systems. Dr. Asmussen has spent the fall semester and probably the rest of the year on redoing all our data tracking systems. There has been one major staff change and Dr. Asmussen will be taking over this work and ensuring that it is set up correctly moving



forward. Mr. Winter made sever suggestions on how to analyze and review the attendance of the school. The Board would like a comparison from year to year on the attendance. A discussion was held about attendance at other transfer schools and why it is so consistently low.

The New Dawn staff was asked to develop other measures that allows the Board to understand more about the students. The number of credits attempted prior to New Dawn was presented as well as the number of Regents exams attempted. The Board requested more information on credit accumulation and progress over time. Dr. Weisman requested more information on the program pieces of the school such a college attendance and internship. He would also like more information about pulling out the SPED students and their results.

Dr. Asmussen reported that Regents Exams were being held this week and we would have results at the next Board meeting. However, these results will be embargoed. She also reported that we were piloting a Social Emotional Learning Survey through PICCS and we would have those results by March.

VII. New Business

Mr. Tabano ask if there was any no business. There was none.

VIII. Adjournment

Mr. Tabano requested a motion for adjournment.

Motion: Les Winter moved to adjourned the meeting.

Second: George Crowley seconded the motion.

Vote: Unanimous

The meeting was adjourned at 3:50 p.m.

The next meeting will be held at New Dawn Charter High School, 242 Hoyt Street, on Tuesday, February 28 at 2:30pm.